

SWC #370 UNIFORM, LINEN, AND DUST CONTROL RENTAL SERVICE SPECIFICATIONS

The Statewide contract(s) for uniform, linen, and dust control are essential to the State and Authorized Agencies performing daily duties and providing services to the public. Contractors are expected to deliver quality products in a timely manner and regularly communicate with Authorized Agencies to ensure that needs are adequately met.

I. Scope of Contract:

The purpose of this contract is to supply the State and Authorized Agencies with rental services for uniform, linen, and dust control. Unit price bids are requested on products or services that equal or exceed the specifications listed. The absence of detailed specifications or descriptions shall be recognized as meaning that only the best commercial practices are to prevail and that only first quality materials and workmanship are to be used. All interpretations of specifications shall be made from this statement. It is understood that the specifications or references to available specifications shall be sufficient to make the terms of such specifications binding on the Contractor. Contractors must submit descriptive literature and technical specifications covering the product offered, for bid evaluation. Reference to literature submitted previously will not satisfy this requirement.

II. Definitions:

ASTM	American Society for Testing Materials
Authorized Agency	Using Agency, local government, or other entity of the statewide contract.
Central Procurement Office	The State of Tennessee's Central Procurement Office (CPO).
CFR	Code of Federal Regulations
Contract Administrator	Contractor's main point of contact at the Central Procurement Office.
Contractor(s)	Any successful Respondent(s) to whom a Contract has been awarded by the Central Procurement Office (CPO).
CPSC	Consumer Product Safety Commission
DGS	Department of General Services
Fill Rates	The percentage rate in which an order is completely delivered and received by the Authorized Agency.
FR	Flame Resistant
High Reject Volumes	Quantities equal to or greater than a third of an order.
JCAHO	Joint Commission on Accreditation of Healthcare Organizations

Large Orders	20% over the Authorized Agency's prior four week average
Normal State Operating Hours	Monday through Friday 8:00 AM – 4:30 PM, excluding legal State holidays. A listing of State holidays can be found at http://www.tn.gov/state-holidays.shtml .
Par	A minimum quantity of a given item that an Authorized Agency keeps stocked on shelf in inventory to prevent shortages between order deliveries.
U.S.C	United States Code
Wear and Tear	Deterioration that occurs over time with the use of the cleaning solvents and garment cleaning equipment. Such deterioration could be caused by exposure to the elements, time or ordinary and reasonable use of the garment.

III. Contractor Responsibilities:

- Contractor shall provide all labor, materials, transportation, and equipment required for the rental services to and from the various serviced facilities throughout the State of Tennessee and the Military bases located in Catoosa, Georgia and Fort Campbell, Kentucky.
- Pick-up and delivery of laundered products shall be on a weekly basis. The weekly delivery is to be on the same day(s) of each week, between the hours of 8:00 A.M. to 3:30 P.M., Monday - Friday excluding legal holidays proclaimed by the Commissioner of the Department of Human Resources. Pick-up and delivery time shall be mutually agreed upon, within a set time frame, between the Authorized Agency and the Contractor.
- The Authorized Agency shall supply the Contractor with weekly Sign in and out check sheets in order to keep permanent record as proof of delivery of clean and pick up of soiled products, linens or garments.
- The Authorized Agency shall be billed on a weekly basis, with a separate invoice for each department listing 1) name of employee (when applicable), 2) name of department, and 3) number of pieces delivered at the time of delivery. The invoiced copy should be readable and summarize the quantity of products itemized on the invoice. Contractor shall bill only for products in the possession of the Authorized Agency outside of mutually agreed upon Par inventory and rejected items including, but are not limited to stained, soiled, rips, tears, and holes in material.

This contract is divided into three Categories:

(IV) Uniform/Garment

(V) Linens

(VI) Dust Control

IV. Uniform/Garment Specifications:

Sub-Sections A through F below provide information specific to the rental, laundry, delivery, and pick-up of uniforms/garments for the State of Tennessee and Authorized Agencies.

- A. Upon award of contract, the Contractor shall have an authorized official representative visit each Authorized Agency to gain a precise garment measurement of each individual employee. Uniform shirts, pants, and shorts shall be available from the Contractor in both men's and women's sizes. Authorized Agencies shall provide a list of all current employees. A mutually agreed upon time shall be prearranged by the Authorized Agency and the awarded Contractor for the accomplishment of this task. Measurements shall be taken and delivery of new garments shall be completed no longer than four (4) weeks from the date measurements were taken. Size changes will be done by the awarded Contractor at a mutually agreeable time, should the employee need an adjustment, at no additional charge to the State. Turnaround time for replacement garments due to size change and the ordering of new garments for new employees shall not exceed two (2) weeks.
- B. Contractor shall offer uniform/garment sizes ranging from XS through 4X and sizes 4 through 24 for women; and from S through 4X and waist 28" through 56" for men.
- C. Uniform/Garment colors will be chosen by the Authorized Agency from among the Contractor's color offering.
- D. Contractor must furnish new garments for the entire contract period. Like-new garments are unacceptable. The Contractor shall be required to replace all items that become worn or discolored due to normal wear and tear, defective workmanship or shrinkage with new garments at no additional cost to the Authorized Agency.

The Authorized Agency will be responsible for the replacement cost of damaged garments due to abuse or job related incidents. (Reference Special Terms and Conditions: 28. Proof of Cost for Replacements). The Contractor shall be responsible for removal of stains from garments or replacement with new garments at no additional cost to the Authorized Agency. The Contractor shall be responsible for any repair or mending of garments to the level of industry standard serviceability at no additional cost to the Authorized Agency. The Contractor shall furnish the Authorized Agency with repair tags at each drop-off site. Turnaround time after reporting needed repairs by the Authorized Agency to the Contractor shall not exceed two (2) business weeks or ten (10) business days.

- E. Each employee's garments shall be delivered on hangers grouped together with a twist tie or other binding material to each Authorized Agency. Pants and jackets can either be pressed or steam tunneled, shirts shall be pressed only. Garments submitted by the Authorized Agency for laundry that are not returned during the scheduled delivery, are to be delivered within 48 hours of the missed scheduled delivery.
- F. Contractor shall be reimbursed at Contractor's cost only for replacement of each garment damaged by the Authorized Agency due to abuse or job related incidents. The Authorized Agency will notify Contractor when a garment is to be replaced or repaired. This decision will be at the Authorized Agency's sole discretion. No mark-up shall be allowed for replacement garments. The Contractor shall submit as backup documentation a copy of the original purchase invoice(s) as proof of cost for uniforms and linen products to remain in the Central Procurement Office's contract file. This document shall accompany the job invoice in order for the Authorized Agency to process payment. Authorized Agencies may verify current market value and, if necessary, alter the payment invoice to reflect market price.

The per unit of measure for rental and laundry service of uniforms/garments are as follows:

Apron	1 Apron	1 Each
Chef Coat	1 Coat	1 Each
Chef Coat (Executive)	1 Coat	1 Each
Cook Shirt	1 Shirt	1 Each
Coveralls	1 Coverall	1 Each
Housekeeper Smock	1 Smock	1 Each
Jacket	1 Jacket	1 Each
Kitchen Smock	1 Smock	1 Each
Lab Coat	1 Coat	1 Each
Pants Only	1 Pair of Pants	1 Each
Polo Shirt	1 Shirt	1 Each
Scrub Suit	1 Top and 1 Pant	1 Set (UOM = ST)
Shirt Only	1 Shirt, Long or Short Sleeve	1 Each
Shorts Only	1 Pair of Shorts	1 Each
Uniform	1 Shirt & 1 Pant	1 Set (UOM = ST)

Jacket Specifications:

Material:	65% Polyester/ 35% Combed Cotton, 7.5 oz., Twill Permanent Press Finish 65% Polyester/ 35% Combed Cotton, 7.5 oz., Poplin Permanent Press Finish 45% Polyester/ 55% Combed Cotton, 7.5 oz., Twill Permanent Press Finish 45% Polyester/ 55% Combed Cotton, 7.5 oz., Poplin Permanent Press Finish
Color:	To be determined by Authorized Agency from among the Contractor's color offering
Style:	Waist Length Jacket with adjustable waist band, adjustable sleeve band cuff, permanent lined with nylon face on 3/32 inch foam with liner.
Pockets:	Two (2) front chest pockets with secure flap or protective closures, two hand warmer front pockets
Zipper:	#44 brass zipper.
Thread:	#70 Polyspun Polyester Thread

All jackets are to be furnished with an embroidered identification label above the right hand pocket with a single name. An Identification label to be affixed in the rear of the jacket just below the collar matching the employee name with the uniform to ensure garment is returned to employee after each cleaning of garment.

Uniform Shirts- Men's and Women's Specifications:

Material:	65% Polyester/ 35% Combed Cotton, 4.2 oz., Twill Short Sleeve, Permanent Press Finish 65% Polyester/ 35% Combed Cotton, 4.2 oz., Poplin, Short Sleeve Permanent Press Finish 65% Polyester/ 35% Combed Cotton, 4.2 oz., Twill, Long Sleeve Permanent Press Finish 65% Polyester/ 35% Combed Cotton, 4.2 oz., Poplin, Long Sleeve Permanent Press Finish
Color:	To be determined by Authorized Agency from among the Contractor's color offering
Collar:	Short, shirt type with a #30 denier polyester inner lining.
Pockets:	Two (2) chest pockets with button closure (no flaps).
Buttons:	Six (6) buttons on the front facing and one in each sleeve cuff (on long sleeve shirts).
Thread:	#70 Polyspun Polyester Thread .

The shirts shall be short and/or long sleeve as requested by the Authorized Agency at the time of the initial measurement. Authorized Agency's may order a combination of short sleeve and long sleeve shirts during their initial rental order to rent for the duration of the contract period.

All shirts are to be furnished with an embroidered identification label above the right hand shirt pocket with a single name. Identification label to be affixed in the rear of the collar matching the employee name with the garment to ensure garment is returned to employee after each cleaning of garment.

The Authorized Agency's emblem patch shall be furnished by the Contractor and sewn on the shirts. Authorized Agencies may request embroidery services and/or up to two (2) emblem patches and two (2) identification labels to be sewn on shirts. See Attachment 1 for identification label and State emblem sample. Identification Labels and emblems may vary by in size, design, and location placement on the garments.

Authorized Agencies will furnish the dimensions and artwork for their emblem(s) and/or identification labels to the Contractor at the time of order.

Uniform Pants- Men's and Women's Specifications:

Material: 65% Polyester/ 35% Combed Cotton, 7.5 oz. Twill, Permanent Press Finish
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Two (2) Slack Style Front Pockets, Two (2) Set-in Hip Pockets
Waistband Lining: 50% Polyester Fiber/ 50% Cotton
Zipper Fly: #44 Brass Zipper
Waist Closure: Metal Gripper, Hook or Button
Thread: #70 Polyspun Polyester Thread

All stress points shall be bar tacked reinforced on all pants and shorts. Identification labels on all pants and shorts shall be affixed on the outside of waistband matching the employee name with the uniform to ensure garment is returned to employee after each cleaning of garment.

Oversize Uniform Pants- Men's and Women's Specifications:

Material: 65% Polyester/ 35% Combed Cotton, 7.5 oz. Twill, Permanent Press Finish
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Two (2) Slack Style Front Pockets, Two (2) Set-in Hip Pockets
Waistband Lining: 50% Polyester Fiber/ 50% Cotton
Waist: Side Elastic Waist Inserts (men's) or Half Elastic Back (women's)
Zipper Fly: #44 Brass Zipper
Waist Closure: Metal Gripper, Hook or Button
Thread: #70 Polyspun Polyester Thread

All stress points shall be bar tacked reinforced on all pants and shorts. Identification labels on all pants and shorts shall be affixed on the outside of waistband matching the

employee name with the uniform to ensure garment is returned to employee after each cleaning of garment.

Regular Uniform Shorts- Men's and Women's Specifications:

Material: 65% Polyester/ 35% Combed Cotton, 7.5 oz. Twill, Permanent Press Finish
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Two (2) slack style front pockets, two (2) set-in hip pockets
Waistband Lining: 50% Polyester Fiber/ 50% Cotton
Waist Closure: Metal Gripper, Hook or Button
Zipper Fly: #44 Brass Zipper
Thread: #70 Polyspun Polyester Thread

All stress points shall be bar tacked reinforced on all pants and shorts. Identification labels on all pants and shorts shall be affixed on the outside of waistband matching the employee name with the uniform to ensure garment is returned to employee after each cleaning of garment.

Cargo Uniform Shorts- Men's and Women's Specifications:

Material: 65% Polyester/ 35% Combed Cotton, 7.5 oz. Twill, Permanent Press Finish
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Two (2) slack style front pockets, two (2) set-in hip pockets, two (2) cargo pockets with hidden zipper closure
Waistband Lining: 50% Polyester Fiber, 50% Cotton
Zipper Fly: #44 Brass Zipper
Waist Closure: Metal Gripper, Hook or Button
Thread: #70 Polyspun Polyester Thread

All stress points shall be bar tacked reinforced on all pants and shorts. Identification labels on all pants and shorts shall be affixed on the outside of waistband matching the employee name with the uniform to ensure garment is returned to employee after each cleaning of garment.

Polo Shirt Specifications:

Material: Birdseye knit 100% Polyester
100% Combed Cotton
50% Polyester/ 50% Cotton
Color: To be determined by Authorized Agency from among the Contractor's color offering
Collar: Coordinating Birdseye collar

Pockets: Left Chest pocket
Buttons: Three button placket
Thread: #70 Polyspun Polyester Thread

The Authorized Agency's emblem patch shall be furnished by the Contractor and sewn on the shirts. Authorized Agencies may request embroidery services and/or up to two (2) emblem patches and two (2) identification labels to be sewn on shirts. Identification label to be affixed in the rear of the collar matching the employee name with the garment to ensure garment is returned to employee after each cleaning of garment.

Insulated Coveralls Specifications:

Material: 100% Cotton Duck, 10 oz., Lining: Polyester/ Nylon
65% Polyester/ 35% Cotton, 7.5 oz., Twill
Insulation: Medium Weight Polyfill (Quilted to Nylon)
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Two (2) chest pockets, two front pockets, two back pockets with closure
Sleeves: Hemmed with Adjustable Cuffs
Waist: Elastic Waist Insert
Zipper: (#44) Brass Zipper, Full Two Way Zip Front, Full Length Brass Zipper on Legs
Thread: #70 Polyspun Polyester Thread

Insulated Coveralls are to be action back or pleated back for range of motion. All stress points shall be bar tacked reinforced.

Identification label to be affixed in the rear of the collar matching the employee name with the garment to ensure garment is returned to employee after each cleaning of garment.

Regular Coveralls Specifications:

Material: 65% Polyester/ 35% Cotton, 7.5 oz., Poplin, Short Sleeve
100% Cotton, Short Sleeve
65% Polyester/ 35% Cotton, 7.5 oz., Poplin, Long Sleeve
100% Cotton, Long Sleeve
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Two (2) chest pockets, two front pockets, two back pockets with closure
Sleeves: Hemmed with adjustable Cuffs
Waist: Elastic Waist Insert
Zipper: (#44)Brass Zipper, Full Zip Front
Thread: #70 Polyspun Polyester Thread

Regular Coveralls are to be action back or pleated back for range of motion. All stress points shall be bar tacked reinforced.

Identification label to be affixed in the rear of the collar matching the employee name with the garment to ensure garment is returned to employee after each cleaning of garment.

Housekeeper Smock Specifications:

Material: 80% Polyester/ 20% Cotton Twill, Front Gripper Snap Closure
80% Polyester/ 20% Cotton Poplin, Front Gripper Snap Closure
80% Polyester/ 20% Cotton Twill, Front Button Closure
80% Polyester/ 20% Cotton Poplin, Front Button Closure
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Two (2) front pockets
Sleeves: Short sleeve
Collar: Lined collar with notched lapel
Thread: #70 Polyspun Polyester Thread

Identification label to be affixed in the rear of the collar matching the employee name with the garment to ensure garment is returned to employee after each cleaning of garment.

Scrub Suit Specifications:

Scrub Top:

Material: 65% Polyester/ 35% Cotton Twill
65% Polyester/ 35% Cotton Poplin
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pocket: Left Chest pocket
Collar: V-Neck
Thread: #70 Polyspun Polyester Thread

Scrub Pants:

Material: 65% Polyester/ 35% Cotton Twill Permanent Press Finish
65% Polyester/ 35% Cotton Poplin Permanent Press Finish
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Cargo pockets, utility pocket
Waistband: Lining: Drawstring 50% Polyester Fiber, 50% Cotton
Thread: #70 Polyspun Polyester Thread

Identification label to be affixed to the scrub top in the rear of the V-neck matching the employee name with the garment to ensure garment is returned to employee after each cleaning of garment.

Identification label shall be affixed to the Scrub pants on the outside of waistband matching the employee name with the uniform to ensure garment is returned to employee after each cleaning of garment.

Lab Coat Specifications:

Material: 80% Polyester/ 20% Cotton Twill, Front Gripper Snap Closure
80% Polyester/ 20% Cotton Poplin, Front Gripper Snap Closure
80% Polyester/ 20% Cotton Twill, Front Button Closure
80% Polyester/ 20% Cotton Poplin, Front Button Closure
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Left chest patch pocket and two (2) lower patch pockets
Collar: Lined with Notched Lapel
Thread: #70 Polyspun Polyester Thread

Apron Specifications:

Material: Polyester, Cotton or Poly/Cotton blend
Style: Bib Style
Color: White or Black
Pocket: Patch pocket with center divide and reinforced stress points
Fastener: Fabric Tie

Kitchen Smock Specifications:

Material: 80% Polyester/ 20% Cotton Twill, Front Gripper Snap Closure
80% Polyester/ 20% Cotton Poplin, Front Gripper Snap Closure
80% Polyester/ 20% Cotton Twill, Front Button Closure
80% Polyester/ 20% Cotton Poplin, Front Button Closure
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Two (2) lower patch pockets
Collar: Lined collar with notched lapel
Thread: #70 Polyspun Polyester Thread

Cook's Shirt Specifications:

Material: 65% Polyester/ 35% Cotton Twill, Front Gripper Snap Closure
65% Polyester/ 35% Cotton Poplin, Front Gripper Snap Closure
65% Polyester/ 35% Cotton Twill, Front Button Closure
65% Polyester/ 35% Cotton Poplin, Front Button Closure

Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Left chest patch pocket
Collar: Lined

Chef Coat Specifications:

Material: 100% Cotton or 65% Polyester, 35% Cotton Twill, Front Gripper Snap Closure
100% Cotton or 65% Polyester, 35% Cotton Poplin, Front Gripper Snap Closure
100% Cotton or 65% Polyester, 35% Cotton Twill, Front Button Closure
100% Cotton or 65% Polyester, 35% Cotton Poplin, Front Button Closure
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Left chest patch pocket and left sleeve thermometer pocket
Collar: Stand Up Collar
Cuffs: Vented

Executive Chef Coat Specifications:

Material: 100% Cotton Twill, Cloth Covered Buttons with two (2) internal jigger buttons
65% Polyester/ 35% Cotton Twill, Cloth Covered Buttons with two (2) internal jigger buttons
100% Cotton Poplin, Cloth Covered Buttons with two (2) internal jigger buttons
65% Polyester/35% Cotton Poplin, Cloth Covered Buttons with two (2) internal jigger buttons
Color: To be determined by Authorized Agency from among the Contractor's color offering
Pockets: Left chest inset pocket and left sleeve thermometer pocket
Collar: Stand Up Collar
Front: Double Breasted
Cuffs: Vented

Identification label to be affixed in the rear of the collar matching the employee name with the garment to ensure the garment is returned to employee after each cleaning of garment.

Cook/Chef Pants, Men's Specifications:

Material: 65% Polyester/ 35% Cotton Twill
100% Cotton Twill
65% Polyester/ 35% Cotton Poplin
Color: To be determined by Authorized Agency from among the Contractor's color offering
Waist: Side Elastic

Cook/Chef Pants, Women's Specifications:

Material: 65% Polyester/ 35% Cotton Twill
100% Cotton Twill
65% Polyester/ 35% Cotton Poplin
Color: To be determined by Authorized Agency from among the Contractor's color offering
Waist: Full Elastic

V. Linen Specifications: Sub-Sections A through G below provide information specific to the rental, laundry, delivery, and pick-up of linen for the State of Tennessee and Authorized Agencies. Contractor shall bill only for linens in the possession of the Authorized Agency over the agreed upon Par volumes.

- A. Contractor must fill a minimum of 80% of each order by the delivery date agreed upon by both the Authorized Agency and Contractor with the remaining 20% filled within 48 hours after agreed upon delivery date. Contractor must maintain a 90% quarterly delivery fill rate to maintain good standing on the contract. Failure to remain in good standing on the contract will result in a formal Supplier Complaint in the Edison system. Two consecutive quarters of missed fill rates will place the Contractor on probation. Probation lasts until Contractor has retained a 90% quarterly delivery fill rate. The State reserves the right to terminate a Contractor's contract with the State if the Contractor(s) is on probation for six (6) consecutive months.
- B. Authorized Agencies will be allowed to keep 1.5 Par turns in stock per seven (7) day period at no additional charge. Par is defined as only stock on shelf in inventory and does not include what is on carts or being utilized in a room, dining facility, or any other location. Authorized Agencies will be charged rental fees for products over the location's agreed upon Par. Par for each location will vary based on the location's size and peak season. Contractor may contact Authorized Agency to set up a mutually agreeable time to perform audits to verify inventory.

- C. Upon contract award, Authorized Agencies are required to submit a forecast of its average monthly usage volume. Authorized Agencies will provide written notification to the Contractor at least seven (7) days prior to placing Larger Orders. Large Orders are defined as 20% over the Authorized Agency's prior four (4) week average. Failure to provide at least seven (7) days prior notice on Large Orders will not count against the Contractor's quarterly delivery fill rate in the event they are unable to deliver the complete order.
- D. Contractors are required to use washing formula proven to be effective in producing maximum soil removal, whiteness/ color retention, minimum of tensile strength loss with a clean, fresh smell. Contractors will be notified of deliveries with High Reject Volumes and will be allotted 24 hours to deliver products that meet the Authorized Agency's standards. High Reject Volumes are defined as quantities equal to or greater than a third of an order. Reasons for rejected items include, but are not limited to, stained, soiled, rips, tears, and holes in material. Failure to deliver products within 24 hours will count against the Contractor's quarterly delivery Fill Rate. Contractor will charge only for clean linen delivered and deemed to be in good condition by the Authorized User.
- E. Contractor must furnish linen that meets current specifications, and is deemed to be in good condition by the Authorized Agency. The Contractor shall be required to replace with new linens all items that become worn or discolored due to normal wear and tear and defective workmanship at no additional cost to the Authorized Agency. The Authorized Agency will be responsible for the replacement cost of damaged linens due to abuse (reference Special Terms and Conditions: 28. Proof of Cost for Replacements). The Contractor shall be responsible for the removal of stains from linens or replacement with new linens at no additional cost to the Authorized Agency. Like-new linens are unacceptable for replacement linens.
- F. Laundered items are to be folded, bundled, and wrapped in packages convenient in size to handle prior to delivery. Bundled sizes to be determined by mutual agreement by the Authorized Agency and Contractor.
- G. Upon contract award, Contractor will deliver linen cart(s) with non-marking casters at no charge, to the Authorized Agency's location that fall within the following specs. Carts must be furnished by the Contractor and must be rust free, clean, and in good condition. Cleaned, bundled linen will be returned by Contractor to designated areas in carts with non-marking casters, covered in polyethylene.

The per unit of measure for rental and laundry service of linen are as follows:

Blanket, Thermal	1 Each
Gown, Patient/Hospital	1 Each
Mat, Bath	1 Each
Napkin, Large	1 Each
Pad, Grill	1 Each
Pillowcase, Standard and King	1 Each
Sheets, Flat and Fitted, Twin, Full, Queen, and King	1 Set
Tablecloth, All Sizes	1 Each
Towel, Bar Towel	1 Each
Towel, Soda Towel	1 Each
Towel, Bath	1 Each
Towel, Hand	1 Each
Washcloth, Standard	1 Each

Patient/Hospital Gown Specifications:

Material: 55% Cotton/45% Polyester
 Sizes: 44 length with 60 sweep
 45 length with 66 sweep
 Type: Angle Back opening with generous overlap
 Ties: Ties at Neck and Waist
 Sleeves: Raglan sleeves

Pool Towels:

Material: 100% Cotton
 50% Polyester/ 50% Cotton
 Minimum Size: 30" x 60" 2 Ply Cotton 9 lb.
 Color: Solid colored towel or white towel with colored stripe(s)

Bath Towels:

Material: 84% Cotton/ 16% Polyester
 100% Cotton
 Minimum Size: 27" x 54"
 Color: White

Washcloths:

Material: 84% Cotton/ 16% Polyester
 100% Cotton
 Minimum Size: 12" x 12"
 Color: White

Hand Towels:

Material: 84% Cotton/ 16% Polyester
100% Cotton
Minimum Size: 16" x 28"
Color: White

Bath Mats:

Material: 100% Cotton
Minimum Size: 18" x 24"
Color: White

Fitted Sheets, Flat Sheets, & Pillow Cases:

Material: 60% Cotton/ 40% Polyester, Muslin
Thread Count: Minimum 200
Colors: White, Tan, Beige

Blanket, Thermal:

Material: 100% Cotton
Size: 60" x 90"
Color: White

Table Cloths: *(Bids required for each size)*

Material: 100% Polyspun
Sizes: 52" x 52"
52" x 114"
54" x 54"
54" x 120"
61" x 61"
71" x 71"
81" x 81"
85" x 85"
Colors: Black, White

Napkins:

Material: 100% Polyspun
Size: 21" x 21"
Colors: Black, White, Burgundy, Blue, Red, Green, Beige, Yellow

Bar Towels:

Material: 100% Cotton, Terry
Minimum Size: 15" x 18"
Color: White

Soda Towels:

Material: 100% Cotton, Herringbone
Minimum Size: 15" x 25"
Color: White

Pad, Grill:

Material: 100% Cotton
Minimum Size: 9" x 16"
Color: White

Linen Carts:

Container: Poly Bulk Cart
Dimensions: 27.5 x 47 x 66
Casters: Four (4) 6" Casters

Picture of cart located in Attachment 2

VI. Dust Control Specifications:

Sub-Sections A through E below provide information specific to the rental, laundry, delivery, and pick-up of dust control items for the State of Tennessee and Authorized Agencies. Contractor shall bill only for products in the possession of the Authorized Agency.

- A. Excluding the microfiber products, all other products must be chemically treated with a compound that has the affinity to pick up and hold the dirt, while also having an antimicrobial additive to inhibit the growth and spread of environmental bacteria and to reduce contamination in areas where used.
- B. Any lost or damaged articles must be replaced with a like item of equal value. Any products improperly cleaned will be returned to the Contractor in designated packages for laundering without additional charge to the Authorized Agency. The Contractor shall bill the Authorized Agency at Contractor cost for items that have become lost or damaged. Documentation of Contractor cost must be submitted, before any reimbursement. (Reference Special Terms and Conditions:

28. Proof of Cost for Replacements). Upon request, Contractor shall provide the Authorized Agency with an inventory control method for storage of soiled products pending Contractor pick-up.

- C. All services (e.g., pick up and deliveries) are to be scheduled during the normal business hours of the Authorized Agency being served. Schedules are to be established through mutual agreement by the Authorized Agency and the Contractor. Contractor is to provide, at a minimum, pickup and delivery on a weekly basis, per Authorized Agency's request.
- D. In instances when products are used by Health Care Organizations and Providers, the Contractor shall provide the following:
 - 1) Contractor will provide wash formulas including bacteriostat, temperatures, and time required to effectively reduce the probability of pathogenic microorganisms in all products.
 - 2) Contractor will furnish culture report no more than quarterly, to Health Care Organizations and/or Providers to ensure sanitary laundry and cleanliness standards meeting or exceeding Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and all board and state requirements.
 - 3) Contractor shall furnish an exposure control plan when contracting with Health Care Organizations and Providers as described in the general authority citation for subpart z of 29 CFR part 1910, authority sec. 4,6 and 8 of the Occupational Safety and Health Act of 1970 (29 U.S.C. 653,655,657); Secretary of Labor's order no. 12-71 (36 FR 8754), 8-76 (41 FR 25059); 9-83 (48 FR 35736), 1-90 (55 FR 9033), 6-06 (62 FR 111), or 3-2000 (65 FR 50017), as applicable; and 29 CFR part 1911.
- E. Contractor shall comply with all rules and regulations of all regulating authorities, and shall provide all reports necessary to keep the Authorized Agency in compliance with all rules and regulations of all regulating and inspecting authorities.

The per unit of measure for rental and laundry service of dust control are as follows:

Dust Mops, 24in frame	1 Each
Dust Mops, 36in frame	1 Each
Dust Mops, 48in frame	1 Each
Walk Off Mats, Rubber Back, 3ft x 5ft	1 Each
Walk Off Mats, Rubber Back, 4ft x 6ft	1 Each
Walk Off Mats, Rubber Back, 3ft x 10ft	1 Each
Shop Towels, 18in x 18in	50 per Pack
Shop Towels, 18in x 30in	50 per Pack
Wiping Cloth (Terry), 16in x 19in	25 per Pack
Wiping Cloth (Terry), 22in x 44in	25 per Pack
Fender and Seat Cover, 18in x 72in	1 Each
Microfiber Mops, 18in frame	1 Each
Microfiber Towels, 16in x 16in	1 Each

Dust Mops:

Sizes: 24" Frame
36" Frame
48" Frame

Frames must be supplied to the Authorized Agency by the Contractor at no additional charge.

Walk-off Mats:

Material: Made up of at least 10% recycled content
 Sizes: 3' x 5', minimum of 3/8" thick with a size tolerance of +/- 2% on length and width
 4' x 6', minimum of 3/8" thick with a size tolerance of +/- 2% on length and width
 3' x 10', minimum of 3/8" thick with a size tolerance of +/- 2% on length and width
 Weight: 18 oz. per sq. yd.
 Backing: Cleated Rubber in widths of 3" and 4"

Mats must pass both the ASTM D2859 and CPSC FF 1-70 surface flammability tests.

Shop Towels:

Material: 100% Cotton
 Sizes: 18" x 18"
 18" x 30"
 Packaging: Minimum quantity of 50 per pack

Wiping Cloths:

Material: 100% Cotton

Sizes: 16" x 19"

22" x 44"

Packaging: 25 per pack

Fender:

Size: 36" x 60"

Seat Cover:

Size: 54" x 60"

Microfiber Mops:

Sizes: 18" Frame

Frames must be supplied to the Authorized Agency by the Contractor at no additional charge.

Microfiber Towels:

Size: 16" x 16"